



**Minutes of the Multistate Tax Commission Strategic Planning Steering Committee Meeting
August 1, 2017
Louisville, Kentucky**

I. Welcome and Introductions

The meeting was called to order at 4:00 p.m. eastern. The following persons attended the meeting in person:

Name	Organization	Name	Organization
Brandon Spanos	Alaska	John Ficara	New Jersey
Preston Alderman	District of Columbia	Nancy Prosser	Texas
Keith Richardson	District of Columbia	John Valentine	Utah
Rich Jackson	Idaho	Ryan Prete	Bloomberg BNA
Nathan Nielson	Idaho	Richard Cram	MTC
Ken Roberts	Idaho	Elliott Dubin	MTC
Phil Skinner	Idaho	Helen Hecht	MTC
Jennifer Hays	Kentucky	Greg Matson	MTC
Krystal Bolton	Louisiana	Tom Shimkin	MTC
Ryan Asbridge	Missouri	Marshall Stranburg	MTC

There was no participation in the meeting via telephone.

II. Initial Public Comment Period

No public comments were received.

III. Approval of Minutes of Strategic Planning Steering Committee Meeting on December 14, 2016

Motion to approve the minutes was made by Ms. Prosser and approved by voice vote.

IV. Review of Performance Measures and Data

Mr. Matson made an oral presentation summarizing performance measures and data for the engagement goal project. He noted growth in attendance at the annual meeting and conference by sovereignty state members. Another measure noted was attendance at executive committee meetings, which is impacted by attendance numbers at the May meeting. This trend may be mitigated by the shift of this meeting from May to April, so it will be held during the same week as program committee meetings. The committee was

asked whether measures 1A. and 1B. should be continued to be tracked separately from measures 2A.and 2B. It was decided to make no change to these measures. A question was raised concerning why meeting attendance is measured only by in-person attendance. A suggestion was made to start measuring electronic participation in meetings to see what impact that has on in-person attendance.

V. Reports on Completed and Ongoing Strategic Planning Projects

Mr. Stranburg summarized findings from a survey on training that was sent to states this spring. He also recognized Mr. Matson, Ms. Hecht, and Lila Disque for their efforts in supporting the focus for 2017 (enhancing the vitality and reputation of the Commission) by putting together “This Week in MTC History” which celebrates the Commission’s 50th anniversary.

VI. Discuss Steering Committee Membership and Leadership for 2017-2018

Ms. Prosser recommended that beginning with the next meeting of the committee, the committee revisit past planning tasks and the use of a yearly strategic planning calendar. Ms. Prosser volunteered to assist in moving this effort forward. Ms. Prosser also agreed to serve as committee chair for the upcoming year. New members of the committee will be sought, especially from sovereignty member states.

VII. Steering Committee Report to the Commission

Mr. Stranburg briefly discussed the written report that will be submitted to the Commission.

VIII. Next Steps and Other Strategic Planning Business

Mr. Matson mentioned that he and Mr. Stranburg have done some preliminary work on ideas for additional participation by sovereignty member states and associate member states. Some of these ideas would require changes to the Commission’s bylaws. Mr. Matson and Mr. Stranburg will provide the committee with additional information that can be discussed at the committee’s next meeting in November.

IX. Adjournment

The meeting was adjourned at 4:50 p.m. eastern.